



**The Town of Clayton
Town Council Work Session Meeting Minutes
Monday, February 20, 2017 @ 6:30 PM
Council Chambers**

COUNCIL PRESENT:

Mayor McLeod
Mayor Pro Tem Grannis
Council Member Lawter
Council Member Holder
Council Member Thompson

STAFF PRESENT:

Adam Lindsay, Town Manager
Nancy Medlin, D/Town Manager
Kimberly Moffett, Town Clerk
Katherine Ross, Town Attorney
David DeYoung, Planning Director
Tim Simpson, Public Works Director
Dale Medlin, Electric System Director
Stacy Beard, Public Information Officer
John Hamlin, A/Public Information Officer

COUNCIL ABSENT:

Council Member Satterfield

1 CALL TO ORDER

Pledge of Allegiance and Invocation

- a) Mayor McLeod called the meeting to order at 6:35 p.m.

2 ADJUSTMENT OF THE AGENDA

3 CONSENT AGENDA

(Items on the consent agenda are considered routine in nature or have been thoroughly discussed at previous meetings. Any member of the Council may request to have an item removed from the consent agenda for further discussion.)

- a) Draft Minutes
- January 3, 2017
 - January 17, 2017
- b) Budget Amendments
- General Fund & Police Special Revenue Fund - Ordinance #2017-02-03
- General Fund Debt Service - Ordinance #2017-02-04
- Capital Project Northside Substation - Ordinance #2017-02-05

ACTION: Approval of Consent Agenda as Presented

Motion: Council Member Holder
Second: Council Member Thompson
Vote: Unanimous

4 ADMINISTRATIVE ITEMS

- a) Warrantly Acceptance(s)
Public Water, Sewer & Pertinent Easements:

- Parkview - Phase 15
 - Amelia Station Medical Building
- FINAL Acceptance(s):**
- RWAC, Ravens Ridge, Phase 8B1 & 8B2
 - RWAC, Alpine Valley, Phase 6D-2
 - RWAC, Ravens Ridge, Phase 2D & 2F

ACTION: Placed on March 6, 2017 Consent Agenda

- b) Arbor Day Proclamation

ACTION: Placed on March 6, 2017 Consent Agenda

5 INTRODUCTIONS AND SPECIAL PRESENTATIONS

- a) New Employee Introduction
Presenter: Michael Tutwiler, GIS Coordinator
- Michael Riter - GIS Technician

Mr. Tutwiler introduced Mr. Riter. Mr. Riter is the new GIS Technician and is doing a great job. He stated he was happy to be with the Town of Clayton. The Mayor and council welcomed him.

- b) Pavement Condition Survey Presentation
Presenter: John Fersner, PE - US Infrastructure

Mr. Tim Simpson provided a brief history regarding the Condition Survey Presentation. The Town of Clayton has done at least four surveys during the past 20 years. Mr. Simpson introduced Mr. Fersner.

Mr. Fersner of US Infrastructure provided details of the recently conducted 2016 Pavement Survey. Clayton maintains a total of 81 miles of roads. The survey was completed in August of 2016. He provided information regarding the collection of data, post data collection and recommendations based on it. He shared information regarding the types of pavement distresses that are reported and detailed in the survey and include alligator cracking, block cracking, reflective cracking, raveling, rutting, patching, bleeding, and ride quality. Ratings run from none through severe. Alligator and block cracking are the most prevalent in Clayton. Each road starts out with a score of 100 and based on distress, points are deducted to create a final score for each road. The Town of Clayton has an overall system wide rating of 86.1. The state overall average is 80, so the town is above the average rating and in excellent shape. Should all repairs be completed, the total cost would be \$1,703,086. Mr. Fersner stated the majority of Clayton roads are ranked in both the very good and good ranking category. Mr. Fersner stated the staff is doing a great job with road maintenance and being proactive. He also stated there is a total of 68.7% of roads in Clayton that are not in need of any type of repair. Recommendation from the survey indicates at 15 year paving cycle with 5.4 miles per year. Also provided was an alphabetical street listing that provided information of rankings and ratings.

Mayor McLeod thanked Mr. Fersner for the presentation and stated how pleased he was with the outcome of the survey. He is extremely proud. Mr. Lindsay stated this was a very important and valuable tool as the decision-making process regarding required street repair moves forward.

Mayor Pro Tem Grannis asked what the resurface process involves. Mr. Fersner provided detailed information about the resurfacing process. He further stated the cost of resurfacing over the past couple of years has remained constant.

c) **Planning Board Appointment Recommendations**

Presenter: David DeYoung, Planning Director

Interviews were recently held for two vacancies on the Planning Board, one in-town and one ETJ. There were many very qualified applicants and it was the decision to recommend Mr. Randy Wilkins to fill the in-town position and Mr. Ross Benson to fill the ETJ vacancy. Both positions have a term expiration of December 31, 2019. It was consensus of council to place these recommendations for appointments on the March 6, 2017 Consent Agenda.

ACTION: Placed on March 6, 2017 Consent Agenda

6 ITEMS SCHEDULED FOR THE REGULAR MEETING

a) **Sewer Ordinance Regulations Revisions**

Presenter: Adam Lindsay, Town Manager

Mr. Lindsay provided information regarding revisions and stated there were no material changes but rather these amendments bring the language into line with our current practices.

ACTION: Placed on March 6, 2017 Consent Agenda

7 ITEMS CONTINGENT FOR THE REGULAR MEETING

8 ITEMS FOR DISCUSSION

9 ITEMS REQUIRING ACTION

(In order for any action to be taken during a Work Session, a motion must be made and seconded to suspend the rule to allow action to be taken.)

10 OLD BUSINESS

11 STAFF REPORTS

- a) Town Manager
- b) Town Attorney
- c) Town Clerk
- d) Other Staff

12 OTHER BUSINESS

- a) Informal Discussion & Public Comment
- b) Council Comments

13 ADJOURNMENT

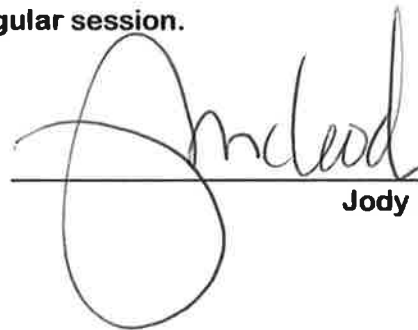
- a) Adjourn the Meeting

With there being nothing further, the meeting was adjourned at 7:02 p.m.

Motion: Council Member Holder
Second: Council Member Lawter
Vote: Unanimous

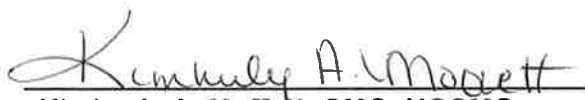
Duly adopted this the 6th of March, 2017 during regular session.





Jody L. McLeod
Mayor

ATTEST:



Kimberly A. Moffett, CMC, NCCMC
Town Clerk